

Volunteering Helps You Find Your Purpose

VOLUNTEERING

SKILLS

EMPLOYMENT

ADMINISTRATION

Reception; information services; Library, resource centre assistant; computer support or instruction; board treasurer; food bank managing/ sorting/ delivery

Organizational
Technology
Numeracy
Financial

Office manager; IT technician; supervisor; government services; librarian; researcher; accountant; customer service

CARING SUPPORT

People: seniors, children or special needs; friendly visiting, buddy programs; tutoring; mentoring, crisis line; spiritual support; cleaning; translation; **Animals:** shelter, pet visits, foster, riding therapy

Communication
Interpersonal
Organizational
Manual

Teacher; social worker; hospitality; child care; personal support worker; counselor; police/security; human resources. Animal trainer; biologist; pet therapist; pet store;

COMMUNITY DEVELOPMENT

Board member; grant writing, fundraising committee member; advocacy; city or neighborhood planning committee; development.

Organizational
Communication
Leadership
Financial

Management; city planner; executive director; negotiator; consultant; research and development

CREATIVE ARTS

Painting; gardening; building; wardrobe, set landscaping; music or arts programs; promotion, campaign materials; speaker's bureau; community theatre/museum

Technology
Writing
Organizational
Creative

Designer; artist; seamstress or tailor; construction or trades; gardener, landscaper; musician; curator; theatre management

ENVIRONMENT

Community clean-ups, trails, or parks, gardens; environmental sustainability

Organizational
Interpersonal
Manual

Environmental engineer; land use planner; waste management; recycling; ecologist; horticulturalist

EVENTS

Planning events for seniors, adults and children; cross cultural events; public relations and promotion; social media and website management; fundraising;

Organizational
Interpersonal
Communication
Creative

Hospitality, tourism; event planner; public speaker, fundraiser; project planning, marketing sales; entrepreneur

POVERTY

Building homes; advocate or support campaign, shelters and food programs; clothing and supply drives

Organizational
Communication
Financial

Social services; research, report writer; community worker advocacy; food service; politics

RECREATION

Sports coaching; recreation therapy; after-school or camp programs; training; sport workshops

Leadership
Communication
Interpersonal

Sports medicine; personal trainer; physical / recreation therapist; facility

WELLNESS

Healthy Living and Education School nutrition; community centre health and wellness; emergency/first aid; tutoring and literacy

Communication
Interpersonal
Organizational
Manual

Health care practitioner; nurse; physical therapist; dietician; paramedic; doctor; fitness instructor; food services; teacher

Skills Self-Assessment

volunteerwr.ca

COMMUNICATION	Reading, comprehending, writing, editing, talking, explaining, teaching, facilitating, questioning, resolving conflicts, listening, persuading, self-expression, building relationships
CREATIVE	Creating, inventing, designing, playing performing, entertaining, presenting Design – graphics, drawing, painting, sculpting ▪ Writing, playwriting, composing
FINANCIAL	Fund development Event management; Resource management, Financial planning
INTERPERSONAL	Customer Service – helping others Team building Advising, counseling, supporting Collaborating, following, helping Initiating, planning, time management Organizing, self-management
LEADERSHIP	Decision making, risk taking Motivating others - directing, supervising, coaching Problem solving Strategic thinking Creative thinking
MANUAL WORK	Building, Assembling, operating equipment Repairing, Maintaining equipment Painting, Gardening, Cleaning, Food Handling
NUMERACY	Counting, calculating, measuring Estimating, budgeting, sorting Filing, scheduling, classifying, Managing money
ORGANIZATIONAL	Managing information, Managing multiple responsibilities Administering, scheduling, Coordinating, planning
PERSONAL QUALITIES	Investigating, researching, tracking trends ▪ Assessing, analyzing, synthesizing; Adaptable; collaboration, visioning, Critical thinking
TECHNOLOGY	Using computers, operating equipment Word Processing, Data Entry Social Media, Web design, programming

*Use this tool to help you think about your **SKILLS** and **ABILITY** to help connect to your personal **PASSION** and potentially your **CAREER**.*

Volunteering gives you experience to build your skills, resume and connections!

VISIT volunteerwr.ca for ways to connect to volunteering in Waterloo Region.

WWW.VOLUNTEERWR.CA